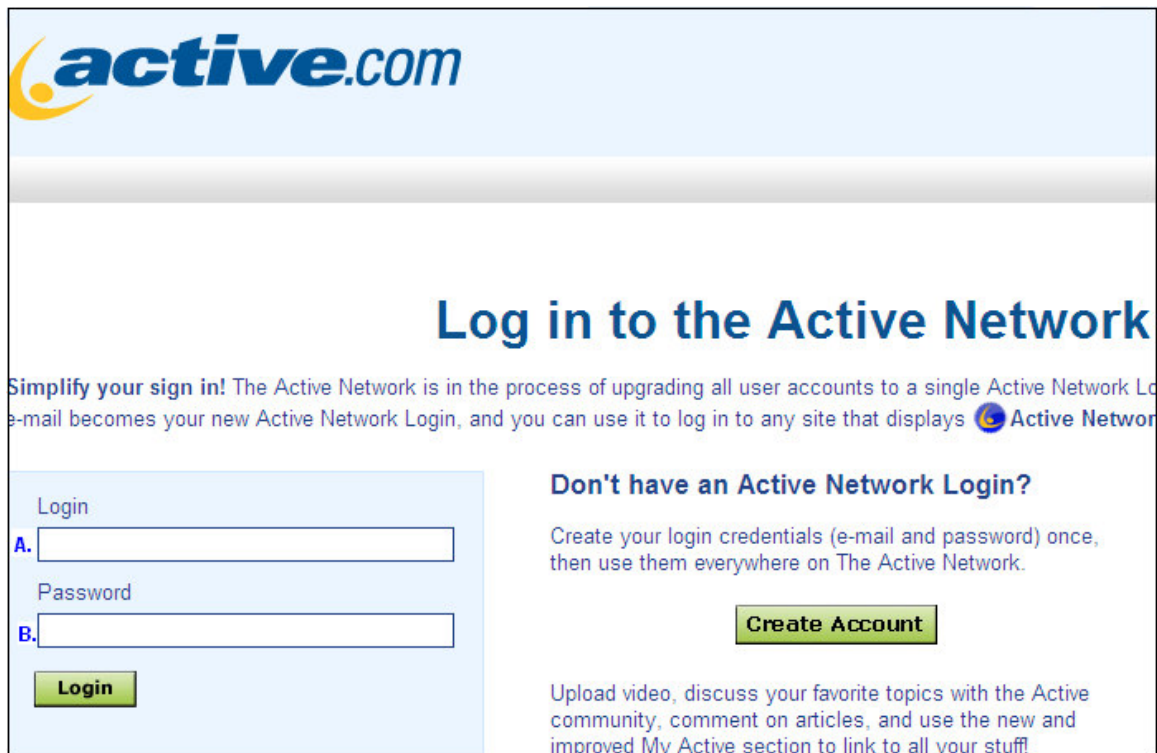


Logging In

This document will walk through the process of logging into the Registration Center.

1. Go to www.active.com/explorer
2. At the Login Page, enter:
 - A. Login (email address)
 - B. Password



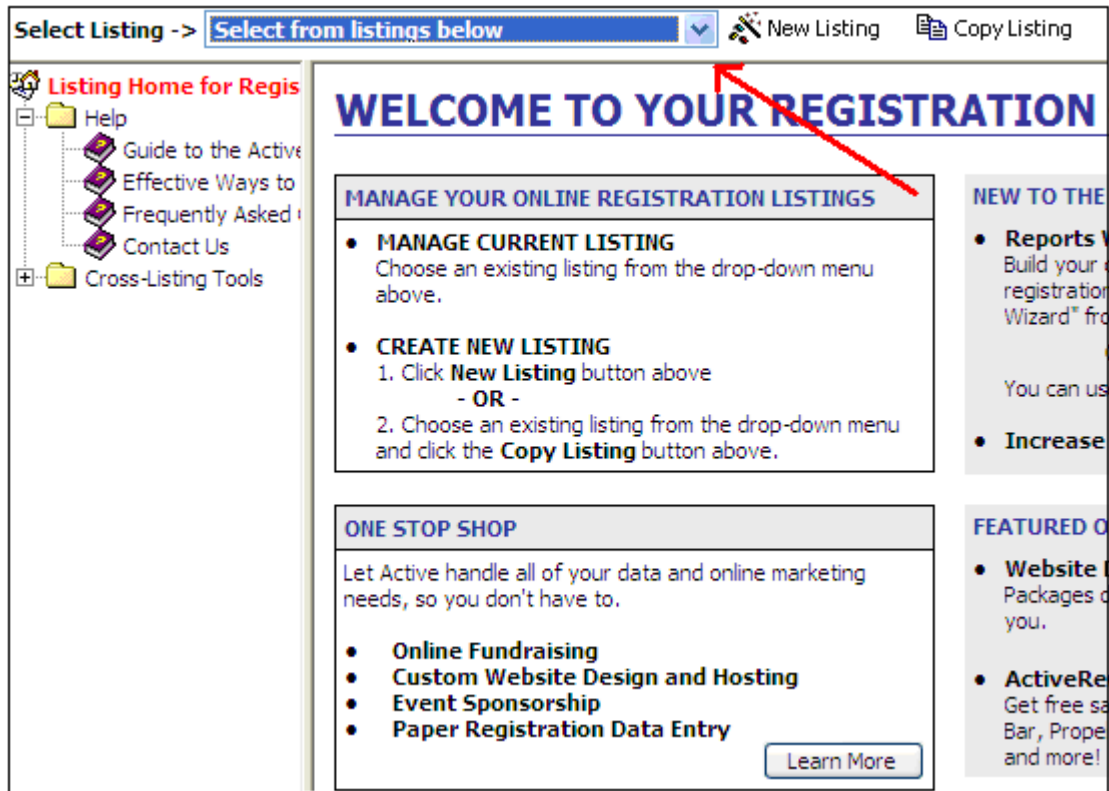
The screenshot shows the Active Network login page. At the top left is the **active.com** logo. The main heading is **Log in to the Active Network**. Below the heading is a message: **Simplify your sign in!** The Active Network is in the process of upgrading all user accounts to a single Active Network Login. Your e-mail becomes your new Active Network Login, and you can use it to log in to any site that displays the Active Network logo.

On the left side, there is a login form with two input fields: **A.** Login (email address) and **B.** Password. Below these fields is a **Login** button.

On the right side, there is a section titled **Don't have an Active Network Login?** with the text: Create your login credentials (e-mail and password) once, then use them everywhere on The Active Network. Below this text is a **Create Account** button.

At the bottom of the right side, there is a paragraph: Upload video, discuss your favorite topics with the Active community, comment on articles, and use the new and improved My Active section to link to all your stuff!

3. Once the log in has been completed, the Registration Homepage will appear
4. Select the appropriate listing from the top left dropdown menu.



The screenshot shows the 'Listing Home for Regis' page. At the top, there is a navigation bar with a dropdown menu labeled 'Select Listing ->' containing the text 'Select from listings below'. To the right of the dropdown are two buttons: 'New Listing' and 'Copy Listing'. Below the navigation bar is a sidebar with a tree view containing folders for 'Help' and 'Cross-Listing Tools'. The main content area features a large blue header 'WELCOME TO YOUR REGISTRATION'. Below this is a section titled 'MANAGE YOUR ONLINE REGISTRATION LISTINGS' which contains two bullet points: 'MANAGE CURRENT LISTING' and 'CREATE NEW LISTING'. The 'CREATE NEW LISTING' section includes a numbered list: '1. Click **New Listing** button above' and '2. Choose an existing listing from the drop-down menu and click the **Copy Listing** button above.' Below this is a 'ONE STOP SHOP' section with a list of services: 'Online Fundraising', 'Custom Website Design and Hosting', 'Event Sponsorship', and 'Paper Registration Data Entry'. A 'Learn More' button is located at the bottom right of this section. On the right side of the page, there are two vertical sections: 'NEW TO THE' and 'FEATURED O', each containing a list of items.

5. Now this listing is ready to be, copied, edited, and/or managed.